

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Division of Teaching and Learning Programs and Services
Bureau of Health and Nutrition Services and Child/Family/School Partnerships
25 Industrial Park Road
Middletown, Connecticut 06457-1543

M E M O R A N D U M

TO: Sponsors of the Summer Food Service Program (SFSP)

FROM: Maureen B. Staggenborg, Director
Child Nutrition Programs

DATE: July 14, 2005

SUBJECT: **Operational Memorandum #09-05 – SFSP**
Claims for Reimbursement

A supply of claims for reimbursement (ED-103, Schedule E) is enclosed. **The form has been revised, therefore, old versions on file must be discarded.** Claims submitted on outdated forms will be returned to the sponsor. Operational Memorandum #10-05 outlining the schedule for submission of claims is enclosed.

Please refer to the *Approved Agreement Memo* sent with the approved application materials to determine if one or two claims must be submitted.

If there are questions, you may call the Child Nutrition Unit at (860) 807-2070.

MBS:mbs
Om #09-05 – SFSP (7-14-05)K
Enclosures